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DDA 83-0054/37
16 September 1983

DDA REGISTRY

100-15

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 16 September 1983

1. Progress reports on tasks assigned by DCI/DDCI:

None.

2. Items/events of interest:

25X1

c. The Agency Contract Review Board approved the extension of the Delta Data classified contract until February 1986 and approved the addition of the 8260 series to the contract. Action will be taken also to write an unclassified version of the contract.

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e. The Records Management Division (RMD), Office of Information Services, met with the Agency Historian to determine whether public access to OSS records should remain restricted. This was at the DCI's request. There are 3,000 linear feet of declassified records stored at the Agency Archives and 198 feet in custody of the National Archives and Records Service (NARS). These records are unavailable for historical research without approval of the persons involved. The DDO is the executive agent responsible for the OSS records, and the RMD is responsible for transactions with NARS related to any change in restrictions or further transfer of OSS records.

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g. A total of 36 employees of the Office of Communications and the Office of Logistics received a Supervisors Training Program on the Agency Alcohol Program.

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1. A SAFE class is being conducted this week by the Office of Training and Education (OTE) with 19 CIA analysts. This class and the one next week are the last using the five-day format. Beginning with the class scheduled for the week of 17 October, the SAFE class will be three days with VM experience/training as a prerequisite.

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m. Mr. Steven Berry of The Minority Counsel, Subcommittee on Legislation, House Permanent Select Committee on Intelligence, [] on 8 September and received several briefings and demonstrations. Mr. Berry expressed an interest in returning for "hands on" experience in defensive driving and weapons familiarization.

3. Significant activities anticipated during the coming week:

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The DDA will address the Midcareer Course [] on 19 September at 1900 hours.

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Harry E. Fitzwater

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REMARKS

Orig + DSCT + EXDIR cpl
hand carried to EXDIR on
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